



March 2015  
Volume 2, Issue 12

# On the Gulch

A Newsletter For and About City of Helena Employees

## Training Matters

### Upcoming sessions:

#### Time Management

**March 11; 11-12:00** in Room 326 of the City-County Building

Decide how you spend your time, manage time your way, ask what and how much must be done and how fast you must do it, track how you really spend your time and list specific ways you'll spend your time differently, make a decision-act on it and move on!

#### Liability 101

**March 23; 1:30-3:30** in Room 326 of the City-County Building

What are the elements of Liability. Dealing with the principal issues of tort liability. Admittance of fault (what to do and not to do). Other general elements of liability.

#### How To Deal With Disruptive People

**April 29; 10:30-12:00** in the Commission Chamber

Qualifies as one of two mandatory safety trainings per year.

### Employee News

#### Congratulations and welcome to:

Bridget Johnston,  
Admin Asst II at the  
Civic Center  
John Ortman, Senior  
Network Manager at  
the City/County IT  
Department



As an employee of the city of Helena, you have access to a variety of training opportunities.

Some of these are required, including two safety trainings each year, and harassment prevention training for new employees.

You have access to additional training opportunities that can help you in other ways. Training can improve your ability to do your job efficiently and effectively. Training helps improve your ability to handle difficult situations at work; those methods can also be applied outside working hours.

By taking advantage of training opportunities at work, you can build your resume and prepare to apply for the next step in your career.

Pay attention to training available on the HR Intranet site and make a plan with your supervisor to attend the sessions that will help build your job skills and help you meet your goals for the future.

<https://intranet.helenamt.gov/hr/safety/safety-classes.html>

### Crockpot Corned Beef & Cabbage

Rinse your corned beef, then place fat side up in the crockpot. Sprinkle seasoning pack on top. Pour one can of ginger ale in the crockpot. Cut cabbage into quarters, place around beef. Fill to just over the meat with water. Cook on low 8 hours. Remove meat & turn oven on low broil. Mix 3 Tbsp. brown sugar with 3 Tbsp. mustard., spread mixture on meat, broil on low for 10 minutes, until crust forms. Let cool 15 minutes. Slice & enjoy!





## Spirit of Service - May 19

City employees help our neighbors every year by rolling up our sleeves and painting, weeding, & mowing yards of those who cannot help themselves. We need you this year! To sign up, call or email Greta Dige x8458 [gdige@helenamt.gov](mailto:gdige@helenamt.gov).

*Speak with your supervisor about taking time to participate.*



### Menopause the Musical

COME JOIN OUR SISTERHOOD! This hilarious musical parody staged to classic tunes from the '60s, '70s and '80s will have you cheering and dancing in the aisles. See what millions of women worldwide have been laughing about for over 10 years!

Get your tickets at the Civic Center website:

<http://www.helenaciviccenter.com/home.html>



# Spring

COMING SOON TO



Did you know you can set up automatic payroll deduction for  
Bill Roberts Golf Course membership?

Contact Michele Shepherd [mshepherd@helenamt.gov](mailto:mshepherd@helenamt.gov) for more information x8323